



REPLY TO
ATTENTION OF

**DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FT BRAGG
2175 REILLY ROAD, STOP A
FORT BRAGG NORTH CAROLINA 28310-5000**

IMSE-BRG-EE0

15 September 2008

MEMORANDUM FOR US Army Installation Management Command (IMCOM),
Fort Bragg Garrison Command Personnel

SUBJECT: US Army IMCOM, Headquarters, Fort Bragg Garrison
Command Policy Memorandum #1, Equal Employment Opportunity
Policy

1. Reference:

a. AR 690-12, Equal Employment Opportunity and Affirmative
Action, 04 March 1988.

b. Equal Employment Opportunity Management Directive 715,
01 October 2003

2. Purpose. To provide guidance to all US Army Installation
Management Command (IMCOM), Headquarters Garrison Command, Fort
Bragg personnel on Equal Employment Opportunity.

3. Applicability. This policy applies to personnel assigned to
or under the operational control of IMCOM, Headquarters, Fort
Bragg Garrison Command, to include former employees and
applicants applying for employment within IMCOM, Garrison
Command Fort Bragg.

4. Policy.

a. I fully support the concept, policies, and objectives of
the Equal Employment Opportunity (EEO) Program. The purpose of
the federal EEO program is to provide a full and fair
opportunity for all employees to contribute to the extent of
their abilities in a career in federal service, and to provide
for the non-discriminatory treatment of all employees in
carrying out their duties. Public laws and permanent policies
prohibit employment discrimination based on race, color,
national origin, age (40 or older), sex, religion, physical or
mental disability, and reprisal against a person who
participates in the EEO process or opposes employment
discrimination. I hold managers, supervisors, and employees

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responsible and accountable for complying with laws and regulations that govern the policy of EEO.

b. Discrimination, whether real or perceived, affects employee morale and well-being, interferes with mission accomplishment, and has a negative impact on readiness. Each of us has a responsibility to support and ensure the success of our EEO Program. The Affirmative Employment and Special Emphasis Programs are designed to assist managers when making selections for training, career development programs, merit promotion actions, awards, and other types of recognition and personnel actions in accordance with sound personnel management practices. We must ensure our recruitment and selection processes support fair and equitable consideration of all qualified individuals and decisions are based on merit principles, without regard to race, color, sex, religion, national origin, age, physical or mental disability, or reprisal.

c. EEO is a right mandated by law and an essential element of good leadership. When complaints arise, we must work to resolve them promptly, starting at the lowest level. Any employee, former employee, or applicant for employment who believes he or she was discriminated against in an employment matter has a right to pursue a complaint of discrimination. Employees who want to file a complaint of discrimination and preserve their legal rights must contact the EEO office within 45 calendar days of occurrence. The installation EEO office is responsible for the administrative processing of complaints of discrimination. Managers and supervisors must not tolerate any unlawful discrimination or reprisal against those who exercise their rights under EEO laws.

d. I expect leaders at every level to share my commitment in fostering a work environment free of discrimination in any form. I am personally committed to making this command a model employer of choice with a diverse, talented, and effective workforce. Discrimination is illegal and will not be tolerated in this command.

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5. This policy memorandum will be issued to new employees during New Employee Orientation (NEO) training, newly appointed supervisors, and permanently posted on all official bulletin boards.

6. Proponent. The Garrison Equal Employment Opportunity office is the proponent of this policy. POC is Director, Equal Employment Opportunity, commercial (910) 396-4017 or DSN 236-4017.

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DAVID G. FOX
COL, SF
Garrison Commander